



September 2, 1999

DIRECTIVE: JOB CORPS PROGRAM INSTRUCTION NO. 99-03

TO:

ALL JOB CORPS NATIONAL OFFICE SENIOR STAFF
ALL JOB CORPS REGIONAL DIRECTORS
ALL JOB CORPS CENTER DIRECTORS
ALL JOB CORPS CENTER OPERATORS
ALL NATIONAL TRAINING AND SUPPORT CONTRACTORS

FROM:

MARY H. SILVA /s/
National Director
Job Corps

SUBJECT:

Cooperative Agreement Between Job Corps and the
Rehabilitation Services Administration

1. Purpose. To reaffirm and expand the existing cooperative agreement between Job Corps and the Rehabilitation Services Administration (RSA).

2. Background. Vocational Rehabilitation (VR), a RSA program, assists individuals with disabilities in preparing for and engaging in gainful employment. Eligibility for VR services is based on three criteria: the presence of a disability that impedes the individual's employment, the individual's presumed ability to benefit from receipt of services, and the individual's requirement for services to become employed. Services are provided based on the needs of the individual and may include: assessment to determine eligibility and VR needs; vocational counseling, guidance, and referral; physical and mental restoration; vocational and other training, including on-the-job training; assistance for students with disabilities transitioning from school to work; rehabilitation technology services and devices; supported employment services; and job-placement services.

A cooperative working arrangement has existed between Job Corps and the RSA since 1965. The initial agreement resulted in the provision of vocational rehabilitation services to many Job

Corps students with disabilities who were separated from the program for medical reasons.

In 1971 and 1980, the agreement was expanded recognizing that both agencies had the common objective of helping persons with disabilities become productive and self-supporting, and that the number of students served could be increased by the cooperative provision of services to eligible students while they were still enrolled in the Job Corps program. This meant that many students in need of vocational rehabilitation services who were formerly separated from the program could be referred to the local offices of vocational rehabilitation agencies for evaluation and needed rehabilitation services without interrupting their Job Corps training.

Most recently VR and Job Corps have agreed to the following cooperative agreement:

- An applicant who receives VR services in his/her home State who wants to attend a Job Corps center out of State will be able to continue receiving VR services, while enrolled in the Job Corps program, from his/her home State, or VR in the applicant's home State will develop an agreement with VR in the State where the student will be receiving training.
- VR will provide technical assistance to Job Corps centers concerning program accessibility.
- Job Corps applicants with disabilities may be referred to VR for evaluation to determine their needs and the appropriateness of placement for training in the Job Corps program.
- VR will refer clients to Job Corps when it is appropriate to meet the clients' needs.
- Job Corps students may be referred to VR for necessary rehabilitative services during their enrollment in the program. Pursuant to Section 101(a)(12) of the Rehabilitation Act, no residency restrictions shall be placed on Job Corps participants meeting VR eligibility requirements.
- VR and Job Corps staff will work together to resolve issues of accommodation for VR clients who want Job Corps training (e.g., determine accommodations needed, who is responsible for providing accommodation, and the time table for implementation of accommodation). Job

Corps staff will be included when possible in the development or amendment of the Individualized Plan for Employment.

- Each State VR office will appoint a liaison to work with the Job Corps centers in that State.
- When a VR client is separated or completes his/her Job Corps training, Job Corps will inform VR in a timely manner.

3. Action Required.

a. Regional Office action—Each Job Corps Regional Office should contact the appropriate RSA regional office to establish each agency's responsibility at the regional level and to determine the best way for the two programs to work together at the State and local levels.

b. Center and Outreach and Admission (OA) contractor action—Each center and OA contractor will establish a relationship with their State and/or local vocational rehabilitation office's Job Corps liaison.

4. Attachments. Attachment 1 provides contact information for RSA regional commissioners. Attachment 2 provides contact information for State VR agencies.

5. Expiration Date. Continuing

6. Inquiries. Direct any inquiries to Charles R. Hayman, MD, or Barbara Grove, RN, at 202-219-5556. Agencies should direct inquiries to DA/FS Linda Goodman at 303-275-5460, DI/NPS William Jones at 202-565-1085, DI/WRB Robert Sims at 303-445-2633, or DI/FWS James Banks at 202-208-4634.